Michigan Deptartment of Treasury 496 (2-04) Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.	eport							
Local Government Type City Township Village Ot	Local Government Name		County					
Audit Date Opinion Date								
We have audited the financial statements of accordance with the Statements of the Grandial Statements for Counties and Local	overnmental Accounting Standar	ds Board (GASB) and the	Uniform Reporting Format fo					
We affirm that:								
We have complied with the Bulletin for to	ne Audits of Local Units of Govern	ment in Michigan as revised						
We are certified public accountants regis	stered to practice in Michigan.							
We further affirm the following. "Yes" respon comments and recommendations	ses have been disclosed in the fir	nancial statements, including	the notes, or in the report of					
You must check the applicable box for each i	tem below.							
Yes No 1. Certain component	units/funds/agencies of the local ι	unit are excluded from the fin	ancial statements.					
Yes No 2. There are accumula 275 of 1980).	ated deficits in one or more of th	is unit's unreserved fund ba	alances/retained earnings (P.A.					
Yes No 3. There are instance amended).	s of non-compliance with the Ur	niform Accounting and Budo	geting Act (P.A. 2 of 1968, as					
<u> </u>	violated the conditions of either order issued under the Emergence		Municipal Finance Act or its					
<u> </u>	s deposits/investments which do 29.91], or P.A. 55 of 1982, as am		equirements. (P.A. 20 of 1943,					
Yes No 6. The local unit has b	een delinquent in distributing tax r	evenues that were collected	for another taxing unit.					
Yes No 7. pension benefits (n	violated the Constitutional requirormal costs) in the current year. In the normal cost requirement, no	If the plan is more than 100	0% funded and the overfunding					
Yes No 8. The local unit uses (MCL 129.241).	credit cards and has not adopt	red an applicable policy as	required by P.A. 266 of 1995					
Yes No 9. The local unit has n	ot adopted an investment policy a	s required by P.A. 196 of 199	97 (MCL 129.95).					
We have enclosed the following:		Enclosed	To Be Not Forwarded Required					
The letter of comments and recommendation	ns.							
Reports on individual federal financial assist	ance programs (program audits).							
Single Audit Reports (ASLGU).								
Certified Public Accountant (Firm Name)								
Street Address	City	St	ate ZIP Code					
Accountant Signature Signature Signature	P. c .	Da	ate					

Township of Newberg Cass County, Michigan FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	3
BASIC FINANCIAL STATEMENTS Government-wide financial statements:	
Statement of activities	4 5
Fund financial statements: Balance sheet - governmental funds	6
Statement of revenues, expenditures, and changes in fund balances - governmental funds	7
Notes to financial statements	8 - 13
REQUIRED SUPPLEMENTARY INFORMATION	
Budgetary comparison schedules: General Fund	14 - 15
Fire Fund	16
Emergency Medical Services Fund	17



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INDEPENDENT AUDITORS' REPORT

Board of Trustees Township of Newberg, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of the Township of Newberg, Michigan, as of March 31, 2006, and for the year then ended, which collectively comprise the Township's basic financial statements, as listed in the contents. These financial statements are the responsibility of the Township of Newberg, Michigan's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Newberg, Michigan, as of March 31, 2006, and the respective changes in financial position for the year then ended in conformity with U.S. generally accepted accounting principles.

The budgetary comparison information on pages 14 through 17, is not required parts of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

The Township of Newberg, Michigan has not presented the management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be a part of, the financial statements.

Sigfiel Contall P.C.

BASIC FINANCIAL STATEMENTS

Township of Newberg STATEMENT OF NET ASSETS

March 31. 2006

		rernmental ctivities
ASSETS		
Current assets:		
Cash	\$	417,077
Receivables, net		46,076
Prepaid expenses		4,612
Total current assets		467,765
Noncurrent assets - capital assets, net of accumulated depreciation		358,061
Total assets		825,826
LIABILITIES Current liabilities - payables		19,833
NET ASSETS Invested in capital assets Restricted for:		358,061
Public safety		189,461
Health and welfare		64,453
Unrestricted		194,018
Total net assets	<u>\$</u>	805,993

				Progran	reve ch	(expenses) enues and nanges in et assets						
	Expenses		<u>Expenses</u>		_Expenses_			arges for ervices	gra	erating ants and tributions		ernmental ctivities
Functions/Programs												
Governmental activities:												
Legislative	\$	2,600	\$	-	\$		\$	(2,600)				
General government		154,839		19,449		-		(135,390)				
Public safety		75,762		26,163		38,672		(10,927)				
Public works		52,564		-		3,388		(49,176)				
Health and welfare		47,872		28,586		42,420		23,134				
Interest on long-term obligations		4,994		-		-		(4,994)				
Total governmental												
activities	\$	338,631	<u>\$</u>	74,198	\$	84,480		(179,953)				
	Ger	neral rever	iues:									
		Taxes						104,566				
		Franchise	fees					982				
		State grar	ıts					117,632				
		Investmer	it inc	ome				4,424				
		Other						5,288				
		Total	gene	eral revenu	ıes			232,892				
	Cha	nge in net	asse	ets				52,939				
	Net	assets - b	eginr	ning				753,054				
	Net	assets - e	nding	9			\$	805,993				

Township of Newberg BALANCE SHEET - governmental funds

March 31, 2006

		General_		Fire	M	ergency ledical ervices	_	Total ernmental funds
ASSETS Cash Receivables	\$	181,888 29,827	\$	179,382 4,548	\$	55,807 11,701	\$	417,077 46,076
Total assets	\$	211,715	\$	183,930	\$	67,508	\$	463,153
LIABILITIES AND FUND BALANCES Liabilities - payables	\$	14,346	<u>\$</u>	2,432	\$	3,055	\$	19,833
Fund balances: Reserved for building inspections Unreserved		7,963 189,406		- 181,498		64,453		7,963 435,357
Total fund balances		197,369		181,498		64,453		443,320
Total liabilities and fund balances	<u>\$</u>	211,715	<u>\$</u>	183,930	<u>\$</u>	67,508	<u>\$</u>	463,153
Total fund balances - total governmenta	l act	ivities					\$	443,320
Amounts reported for <i>governmental activities</i> in the statement of net assets (page 4) are different because:								
Capital assets used in <i>governmental act</i> resources and, therefore, are not reported			nan	cial				358,061
Prepaid expenses are not a current finar therefore, are not reported in the funds.	ncial	resource a	nd,					4,612
Net assets of governmental activities							\$	805,993

Township of Newberg STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - governmental funds

	General	_	Fire	N	ergency ledical ervices		Total ernmental funds
REVENUES	.	•	40 AE4	œ		•	111 005
Taxes	\$ 63,354	\$	48,451	\$	-	\$	111,805 20,785
Licenses and permits	20,785		-		-		121,020
State grants Contributions from other units	121,020 42,497		- 17,423		- 17,423		77,343
*	42, 49 7 19,424		6,385		28,586		54,395
Charges for services Interest	3,276		774		374		4,424
Other	5,168		120		3,749		9,037
Other	3,100		120		3,143		0,001
Total revenues	275,524		73,153		50,132		398,809
EXPENDITURES							
Legislative	2,600		_		_		2,600
General government	151,146		_				151,146
Public safety	19,600		29,005		_		48,605
Public works	51,355		20,000		_		51,355
Health and welfare	01,000		_		31,141		31,141
Capital outlay	7,321		12,036		657		20,014
Debt service:	7,021		12,000		007		20,014
Principal	37,502				_		37,502
Interest	4,994		-				4,994
Total expenditures	274,518		41,041		31,798		347,357
NET CHANGES IN FUND BALANCES	1,006		32,112		18,334		51,452
FUND BALANCES - BEGINNING	196,363		149,386		46,119		391,868
FUND BALANCES - ENDING	\$ 197,369	\$	181,498	\$	64,453	\$	443,320
Net change in fund balances - total governmenta	al funds					\$	51,452
Amounts reported for <i>governmental activities</i> in are different because:	the statement of a	activit	ies (page 5)	·		
Capital assets: Assets acquired Provision for depreciation							14,176 (43,120)
Long-term debt - principal repayments							37,502
Changes in other assets/liabilities:							
Net increase in prepaid expenses							168 (7.239)
							168 (7,239)

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The accounting policies of the Township of Newberg, Michigan (the Township), conform to U.S. generally accepted accounting principles (hereinafter referred to as generally accepted accounting principles) as applicable to governments. The following is a summary of the more significant policies.

a) Reporting entity:

The accompanying financial statements present only the Township. There are no component units, entities for which the Township is considered to be financially accountable.

b) Government-wide and fund financial statements:

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the Township. The effect of inter-fund activity has been removed from these statements. Governmental activities are normally supported by taxes and intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

c) Measurement focus, basis of accounting, and financial statement presentation:

The government-wide financial statements are reported using the economic resources, measurement focus, and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources, measurement focus, and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township generally considers revenues to be available if they are expected to be collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

c) Measurement focus, basis of accounting, and financial statement presentation (continued): State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the government.

The Township reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the Township, except those required to be accounted for in another fund. Revenues are primarily derived from property taxes and state shared revenue.

The Fire Fund accounts for the financial resources used for the operations of the fire department. Revenues are primarily derived from property taxes.

The Emergency Medical Services Fund accounts for the financial resources used for the operations of the ambulance service. Revenues are primarily derived from contributions for local units and charges for service.

Amounts reported as program revenues include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

- d) Assets, liabilities, and net assets or equity:
 - i) Bank deposits Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Pooled interest income is proportionately allocated to all funds.
 - ii) Receivables No allowance for uncollectible accounts has been recorded as the Township considers all receivables to be fully collectible.
 - iii) *Prepaid items* Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.
 - iv) Capital assets Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$1,000 (\$10,000 for infrastructure) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Governments can elect to account for infrastructure assets either retroactively to June 15, 1980, or prospectively. The Township has elected to account for infrastructure assets prospectively, beginning April 1, 2004.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

d) Assets, liabilities, and net assets or equity (continued):

iv) Capital assets (continued) - Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements 15 - 50 years
Equipment 5 - 15 years
Vehicles 10 - 20 years
Infrastructure 40 years

- v) Fund equity In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.
- vi) Property tax revenue recognition Property taxes are levied as of December 1 on property values assessed as of December 31 of the prior year. The billings are due on or before February 14, after which time the bill becomes delinquent and penalties and interest may be assessed by the Township. The Township considers property taxes levied December 1 to be revenue of the current year.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY:

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. The budget document presents information by fund, function, and department. The legal level of budgetary control adopted by the governing body is the function level. All annual appropriations lapse at the end of the fiscal year.

The following schedule sets forth significant budget variations:

Fund	Function	Budget		 Actual	V	ariance
General	Public safety	\$	17,445	\$ 19,600	\$	2,155
	Debt service - principal		-	37,502		37,502
	Debt service - interest		-	4,994		4,994
Fire	Capital outlay		5,000	12,036		7,036

NOTE 3 - CASH:

State statutes and the Township's investment policy authorize the Township to make deposits in the accounts of federally-insured banks, credit unions, and savings and loan associations. The Township's deposits are in accordance with statutory authority.

Custodial credit risk is the risk that, in the event of the failure of a financial institution, the Township will not be able to recover its deposits. Deposits are exposed to custodial credit risk if they are not covered by federal depository insurance and are uncollateralized. At March 31, 2006, \$267,202 of the Township's bank balances of \$417,909 was exposed to custodial credit risk because it was uninsured and uncollateralized.

NOTE 3 - CASH (Continued):

The Township believes that it is impractical to insure all bank deposits due to the amounts of the deposits and the limits of FDIC insurance. As a result, the Township evaluates each financial institution with which it deposits funds and assesses the risk level of each institution. Only the institutions with an acceptable estimated risk level are used as depositories.

NOTE 4 - RECEIVABLES:

Receivables as of year end for the government's individual major funds are as follows:

Fund	_A	ocounts	roperty taxes	Inter- ernmental	_Totals_
General Fire Emergency Medical Services	\$	5,286 - 11,701	\$ 5,175 4,548 -	\$ 19,366 - -	\$ 29,827 4,548 11,701
Totals	\$	16,987	\$ 9,723	\$ 19,366	\$ 46,076

All receivables are considered fully collectible within one year.

NOTE 5 - CAPITAL ASSETS:

Capital asset activity for the year ended March 31, 2006, was as follows:

	Beginning balance	• •		Ending balance
Governmental activities:				
Buildings and improvements	\$ 134,910	\$ 5,728	\$ -	\$ 140,638
Equipment	147,377	8,448	_	155,825
Vehicles	403,137	-	-	403,137
Infrastructure	48,367	-		48,367
Subtotal	733,791	14,176		747,967
Less accumulated depreciation for:				
Buildings and improvements	47,251	3,549	-	50,800
Equipment	52,638	11,056	-	63,694
Vehicles	245,990	27,306	-	273,296
Infrastructure	907	1,209		2,116
Subtotal	346,786	43,120	<u> </u>	389,906
Governmental activities capital assets, net	\$ 387,005	<u>\$ (28,944</u>)	\$ -	\$ 358,061

NOTE 5 - CAPITAL ASSETS (Continued):

Depreciation expense was charged to functions of the Township as follows:

Governmental activities:

General government \$ 2,268
Public safety 23,569
Public works 1,209
Health and welfare 16,074

\$ 43,120

NOTE 6 - PAYABLES:

Payables as of year end for the government's individual major funds are as follows:

Fund	Ac	counts	_F	Payroll		otals
General Fire Emergency Medical Services	\$	5,753 1,986	\$	8,593 446 3,055	\$ 1	4,346 2,432 3,055
Totals	\$	7,739	<u>\$</u>	12,094	\$ 1	9,833

NOTE 7 - NONCURRENT LIABILITIES:

Long-term debt activity for the year ended March 31, 2006, was as follows:

	Beginning balance A				ductions	 ding ance
Governmental activities - note payable	\$ 37,502	\$		\$	(37,502)	\$

NOTE 8 - CONSTRUCTION CODE ACT:

A summary of construction code enforcement transactions for the year ended March 31, 2006, is as follows:

Revenues Expenses	\$ 19,778
Excess of revenues over expenses	\$ 1,978
Cumulative excess, included in fund	\$ 7.963

Township of Newberg NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 9 - RISK MANAGEMENT:

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for each of these claims and is neither self-insured nor participates in a shared-risk pool. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

REQUIRED SUPPLEMENTARY INFORMATION

Township of Newberg BUDGETARY COMPARISON SCHEDULE - General Fund

DEVENUE	Original budget	Amended budget	Actual	Variance favorable (unfavorable)
REVENUES		A 40 500	A A A A A B A B A B B B B B B B B B B	0 44054
Taxes	\$ 48,500	\$ 48,500	\$ 63,354	\$ 14,854
Licenses and permits	24,500	24,500	20,785	(3,715)
State grants	112,000	112,000	121,020	9,020
Contributions from other units		-	42,497	42,497
Charges for services	7,500	7,500	19,424	11,924
Interest	1,500	1,500	3,276	1,776
Other	2,000	2,000	5,168	3,168
Total revenues	196,000	196,000	275,524	79,524
EXPENDITURES				
Legislative	3,500	3,500	2,600	900
General government:				
Supervisor	8,343	8,343	8,343	-
Election	-	1,233	1,233	
Assessor	28,222	26,989	26,919	70
Clerk	17,300	17,300	16,962	338
Board of Review	850	850	584	266
Treasurer	14,520	14,520	13,423	1,097
Cemetery	42,500	42,500	21,606	20,894
Other	74,350	74,350	62,076	12,274
Total general government	186,085	186,085	151,146	34,939
Public safety:				
Police protection	1,800	1,800	1,800	
Inspections	17,500	15,645	17,800	(2,155)
пареспопа	17,300	13,043	17,000	(2,133)
Total public safety	19,300	17,445	19,600	(2,155)
Public works - highways and streets	49,500	51,355	51,355	-
Community and economic development- planning and zoning	600	600	<u></u>	600
Capital outlay	12,000	12,000	7,321	4,679

Township of Newberg BUDGETARY COMPARISON SCHEDULE - General Fund (Continued)

EXPENDITURES (Continued)	Original budget	Amended budget	Actual	Variance favorable (unfavorable)
Debt service:	φ	œ	ድ 27 502	<u>ቀ</u> (27 E02)
Principal	<u> </u>	\$ -	\$ 37,502	\$ (37,502)
Interest			4,994	(4,994)
Total expenditures	270,985	270,985	274,518	(3,533)
NET CHANGES IN FUND BALANCES	(74,985)	(74,985)	1,006	75,991
FUND BALANCES - BEGINNING	196,363	196,363	196,363	
FUND BALANCES - ENDING	<u>\$ 121,378</u>	\$ 121,378	<u>\$ 197,369</u>	<u>\$ 75,991</u>

Township of Newberg BUDGETARY COMPARISON SCHEDULE - Fire Fund

	Original budget	Amended budget	Actual	Variance favorable (unfavorable)
REVENUES				
Taxes	\$ 31,000	\$ 31,000	\$ 48,451	\$ 17, 4 51
Contributions from other units	13,500	13,500	17,423	3,923
Charges for services	4,500	4,500	6,385	1,885
Interest	500	500	774	274
Other	_	-	120	120
Total revenues	49,500	49,500	73,153	23,653
EXPENDITURES			•	
Public safety	55,096	55,096	29,005	26,091
Capital outlay	5,000	5,000	12,036	(7,036)
Total expenditures	60,096	60,096	41,041	19,055
NET CHANGES IN FUND BALANCES	(10,596)	(10,596)	32,112	42,708
FUND BALANCES - BEGINNING	149,386	149,386	149,386	
FUND BALANCES - ENDING	\$ 138,790	\$ 138,790	<u>\$ 181,498</u>	\$ 42,708

Township of Newberg BUDGETARY COMPARISON SCHEDULE - Emergency Medical Services Fund

	Original budget	Amended budget	Actual	Variance favorable (unfavorable)
REVENUES Contributions from other units Charges for services Interest Other	\$ 13,500 18,200 300	18,200	\$ 17,423 28,586 374 3,749	\$ 3,923 10,386 74 3,749
Total revenues	32,000	32,000	50,132	18,132
EXPENDITURES Health and welfare Capital outlay	32,000 2,500	-	31,141 657	2,130 572
Total expenditures	34,500	34,500	31,798	2,702
NET CHANGES IN FUND BALANCES	(2,500) (2,500)	18,334	20,834
FUND BALANCES - BEGINNING	46,119	46,119	46,119	**
FUND BALANCES - ENDING	\$ 43,619	\$ 43,619	\$ 64,453	\$ 20,834